

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
TUESDAY, JULY 19, 2005
3:30 P.M.**

Commissioners Present: Larry Hudkins, Chair
Deb Schorr, Vice Chair
Bernie Heier
Ray Stevens

Commissioners Absent: Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 2:18 p.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,
JULY 14, 2005**

MOTION: Stevens moved and Schorr seconded approval of the Staff Meeting minutes dated July 14, 2005. Heier, Stevens and Schorr voted aye. Hudkins abstained from voting. Motion carried

2 ADDITIONS TO THE AGENDA

None were stated.

3 BUDGET WORK SESSION - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, presented the following (Exhibits A, B, C & D):

- County Board Proposed Budget, FY05 Valuations & Tax Rates
- Reduction List Beginning 7-14-05
- Significant Net Changes in Revenue and Balances, 2004-2005 to 2005-2006
- Tuesday, July 19th Listing of Possible Budget Changes

Kroeker noted a "one time" windfall from an additional month of Register of Deeds revenue and recommended that \$100,000 be used to increase necessary cash reserves.

- Comparison of FY05 Expenditures to FY06 Budget Requests & Suggested Reductions

Correction: The \$257,650 figure shown for County Attorney should be shown for Corrections instead.

Board consensus was to not pursue a reduction to the Geographic Information System (GIS) budget and a further reduction to the County Engineer's budget (a reduction of \$150,000 was made at the July 19, 2005 Staff Meeting).

Kroeker noted that Adult Probation and District Court have not responded to the request for budget reductions.

Schorr and Heier indicated plans to meet with District Court Judge John Colborn regarding the budget.

- Agency Letters

The Board requested clarification of the letter from Becky Bruckner, Judicial Administrator for County Court.

- Keno Fund, FY05 Proposed Keno Fund Budget
- Lancaster County Building Fund Budget (Fund 051)

Kroeker recommended a reduction of \$10,000 in the tax portion.

- Community Mental Health Center 05/06 Revenue Budget Increase
- Lancaster County, Keno Collections
- JBC Agency Recommendations, City/County

Stevens will clarify funding and oversight of the low-income transportation program.

- Lancaster County, Historical Valuations and Levies

Sue Kirkland, Clerk of the District Court, appeared and said she has reduced the Clerk of the District Court budget by \$7,000 (a reduction of \$14,188 was requested) and the Mental Health Board budget by \$4,400 (Exhibit E).

General budget discussion took place with consensus to: 1) Reduce the Information Services budget by \$32,000; 2) Use \$100,000 from a "one time" windfall in Register of Deeds' revenue to increase necessary cash reserves 3) Make no reductions to the Building Fund budget at this time. There was also general budget discussion regarding use of Keno Funds.

The Board asked Kroecker to check whether the American Federation of State, County & Municipal Employees (AFSCME) has ratified a retirement incentive and to assess the financial impact.

4 ACTION ITEM

A. Cancellation of Families First & Foremost (F³) Credit Card

MOTION: Heier moved and Stevens seconded approval. Schorr, Heier, Stevens and Hudkins voted aye. Motion carried.

5 ADMINISTRATIVE OFFICER REPORT

A. Allowance Modification No. 6 for County Storage Facility (\$3,586 Addition)

Item held for further information.

6 ADJOURNMENT

MOTION: Schorr moved and Stevens seconded to adjourn the meeting at 3:59 p.m. Heier, Schorr, Stevens and Hudkins voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk